# INSTRUCTIONS FOR FORM CA 800AEC SUMMARY REPORT OF ASSISTANCE EXPENDITURES CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKS) APPARENT ELIGIBILITY CLAIM

### **General Information**

- 1. This form is pre-programmed to round all amounts to the nearest dollar.
- 2. Select county name and date for claim month.
- 3. Enter the name and telephone number of county staff person to be contacted if there are any questions regarding the claim.

# <u>Domestic Violence (DV) Homeless Assistance (HA)</u>

- 4. Lines 1 through 3: Enter DV HA expenditures from the county payroll records or other automated payroll systems.
- 5. Line 4: Subtotal of Lines 1 through 3. This amount will calculate automatically.
- 6. Line 5: Enter the persons count for DV HA.

### All Other Apparent Eligibility Assistance (non-DV HA)

- 7. Lines 6 through 8: Enter non-DV HA expenditures from the county payroll records or other automated payroll systems.
- 8. Line 9: Subtotal of Lines 6 through 8. This amount will calculate automatically.
- 9. Line 10: Enter the persons count for non-DV HA.

## **Total Payments (Lines 4 + 9)**

10. Line 11: This is the total of all payments. This amount will calculate automatically.

# **Summary of Program**

11. Lines 12 through 15 will calculate automatically.